



the **GERMAN AMERICAN**
SCHOOL of **PORTLAND**

Admissions Policy

the German American School of Portland
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The German American School of Portland (GSP) seeks students who can contribute to and benefit from its challenging and rewarding curriculum. GSP strives to admit students whose families value the advantages of an international oriented curriculum and small class sizes.

Students are selected for admission to GSP on the basis of:

- Academic potential;
- Developmental maturity;
- School achievement and qualifications;
- Social and academic readiness for GSP's program;
- Current enrollment at GSP (see re-enrollment policies below); and
- Enrollment of siblings at GSP

Where appropriate, testing and/or interviewing are used as tools to provide information to assist in the assessment of each candidate. In all cases, GSP retains the right to determine, in its sole discretion, whether or not to select a student for admission or to re-enroll a student. The Head of School has ultimate authority and sole discretion in admissions and re-enrollment decisions.

GSP does not discriminate against any student on the basis of a disability which is unrelated to the ability of a student to enjoy the benefits of the School's programs. All persons are encouraged to apply.

GSP does not always have adequate resources to educate children with significant behavioral, social or learning disorders. The decision to admit or to re-enroll a child with special needs shall be made on an individual basis after the child's needs have been assessed using information provided by parents and professionals who are knowledgeable about the child's particular disability.

After acceptance into the program, all applicants are conditionally enrolled for a period of three months.

GSP admits students of any race, color, creed, national or ethnic origin, sexual orientation, to all the rights, privileges, programs and activities generally accorded or made available to students at the school.

Admissions FAQs

Do children need previous foreign language experience?

At GSP, applicants ready for preschool and kindergarten are not expected to have had any previous German language experience. Applicants for first through fifth grade in our elementary school program are almost always required to demonstrate sufficient German language skills appropriate for their grade level.

Is there a waiting list and how does it work?

When there are more qualified candidates than openings available, GSP establishes a waiting list. If any openings occur, the school will offer the open spot to the next candidate based on the factors set forth above. Whenever GSP cannot offer a place to a child, we are eager to offer counsel on other schools that may be able to accommodate the student.

What if my child turns three after the school year begins in September?

GSP applicants must be 36 months and potty trained. Applicants not ready to enter our preschool program at the beginning of the school year generally have the option to seek enrollment on the first day of the month following your child's third birthday. This can be done in one of two ways:

1. Guaranteed Placement –
 - a) Pay 50% of tuition for the months leading up to your child's start date
 - b) Failure to pay any monthly guaranteed placement fee when due will result in loss of the reserved spot.
 - c) The guaranteed placement fee is nonrefundable and cannot be applied to tuition.
 - d) A guaranteed placement arrangement is available only to the extent that an opening in the program is available. The Head of School must approve a guaranteed placement arrangement as part of the enrollment contract.

2. Pending Placement -

In the case of families who do not enter into a guaranteed placement arrangement, GSP will offer space to the next eligible applicant based on the factors set forth above.

What are your re-enrollment policies?

Students presently enrolled at GSP receive the highest priority in admission for the following year. Re-enrollment typically takes place in January. Parents seeking to re-enroll a student must provide the following:

- Signed re-enrollment sheet submitted by stated date
- Re-enrollment deposit paid in full by stated date

GSP reserves the right to release spots after the re-enrollment deadline has passed. Students seeking to re-enroll after the deadline will be considered based on the admission criteria above and will be placed on the waiting list, if any.

How many openings are available each year?

The number of openings varies from year to year and from class to class. GSP has a class size target of 18 students per class.

Do you require interviews?

Parents of all applicants are asked to complete the Parent Questionnaire. In addition, we use the following opportunities to meet with families:

- *Preschool and Kindergarten*
For young children, a simple in-house evaluation is conducted to determine readiness for preschool or kindergarten. This is done informally in the classroom during circle time and includes the applicant, the parents, the teachers and the Head of School. The meeting will focus on the family's interest in GSP and the student's readiness for the program.
- *Elementary School*
Applicants for our elementary school program are asked to spend a full day at GSP attending and participating (when possible) in classes with current students. If spending time in the program is not possible, GSP will consider applicants based on report cards from the student's current school, and may make other inquiries of the student's current school, if appropriate.